

**PLACE ON DEPARTMENT LETTERHEAD
INSERT DATE OF LETTER**

CERTIFIED MAIL # _____

Project No:
Location:
Proj. Code:
Parcel No:

NAME(S) OF LANDOWNER(S)
OFFICIAL ADDRESS
CITY/TOWN AND STATE

Dear Mr. and Mrs. Landowner:

The Colorado Department of Transportation (hereinafter CDOT) seeks entry upon your property, which is more particularly described and shown on Exhibit A **(include a legal description and map of the property)** which is attached hereto, for the purpose of conducting a real property survey in conjunction with the above referenced project. The specific purpose of this survey is to locate real property monuments including right of way markers and section corners, which information is necessary for the completion of preliminary construction plans for **brief description of the project.**

This letter serves as notice from CDOT of its intent to enter upon you property at **location of the entrance (field approach or driveway)** to commence this survey. Pursuant to the terms of Section 18-4-515(2), Colorado Revised Statutes, such notice is required to be given more than fourteen days prior to the anticipated date of entry. A copy of the statute is attached for your convenience.

A survey crew which is employed by CDOT plans to enter the described property on **use a date which is more that fourteen days following the date of this letter to include delivery** at **give a time when you expect to be there.** Following the commencement of this survey, the Department expects to return up to **number of total visits to survey,** until the survey is completed on or before **give a completion date.**

Please provide CDOT, at the address shown above, with a list of persons (including names and phone numbers) currently occupying the property as a tenant of lessee so they can be notified of this survey.

Should you have any questions, please feel free to call me directly at **direct telephone number.** Thank you in advance for your cooperation in this matter.

Sincerely,

**NAME AND TITLE OF
SURVEYOR SIGNING LETTER
(PER STATUTE, MUST BE SIGNED BY A REGISTERED/LICENSED SURVEYOR)**